

Reporting Instructions for the SORAR-705 Form

We expect it to take about 15 minutes to complete this questionnaire. It may take you more or less time depending on your circumstances. If you have any comments regarding this estimate, or any other aspect of this survey, including suggestions for reducing this burden, send them to: Paperwork Project 0607-0130, U.S. Census Bureau, 4700 Silver Hill Road, Stop 1500, Washington, DC 20233-1500. You may e-mail comments to Paperwork@census.gov; use "Paperwork Project 0607-0130" as the subject.

This survey has been approved by the Office of Management and Budget (OMB) and has been given an OMB approval number. This 8-digit number appears in the upper right-hand corner of the survey form. If this number were not displayed, we could not conduct this survey or request your participation.

DO NOT DISCARD THE QUESTIONNAIRE

If you did not have expenditures for the quarter, please mark the appropriate box in Item 8 and return the form in the enclosed addressed envelope.

EXPENDITURES

If you are not sure if you have made any improvement or repair expenditures during the quarter, please review the expenditure categories listed on the back of the form (Items 10-15). If you are not sure if an expenditure is valid, either call our toll free number (1-800-845-8246) and ask for assistance or include the expenditure and a description in the "Comments" section and return the form.

HOW TO REPORT EXPENDITURES

- Report dollar amounts spent during the quarter shown in Item 2a.
- Include the cost of materials and labor.
- Exclude any finance charges.
- Exclude expenditures for movable appliances, furniture, or carpeting.
- Report purchase of building materials to have on hand for future work under "Maintenance and Repairs – Code 498".
- If you are not sure of the exact amount, please enter your best estimate.

TYPES OF EXPENDITURES

Additions add floor space to the existing structure. Include rooms, attached garages, decks, and porches. A room conversion should be listed in the alteration section.

Alterations are changes or improvements made within or on the structure.

Outside Additions and Alterations relate to structures on the property that are not physically attached to the main structure. Examples include sheds, detached garages, swimming pools, driveways, and walks.

Major Replacements refer to the complete substitution of major building components.

Maintenance and Repairs are those expenditures that keep the property in ordinary working condition like painting a wall, wallpapering, patching the roof, or fixing a door hinge.

HOW TO REPORT LARGE JOBS

We prefer as much detailed information as possible. Let's say you had a kitchen remodeling job that involved a new floor, sink and cabinets. The whole remodeling job cost \$4,300. If that is all you know about the cost of the job, we ask that you report the \$4,300 in the line marked "Kitchen remodeling." But if you know that the vinyl flooring cost \$700, the cabinets cost \$2,600, and the sink cost \$1,000, we ask that you report \$700 for "Flooring (tile, linoleum and/or vinyl)," \$2,600 for "Kitchen cabinets," and \$1,000 for "Kitchen plumbing fixtures."

FORM **SORAR-705**
(4-12-2001)

U.S. DEPARTMENT OF COMMERCE
Economic and Statistics Administration
U.S. CENSUS BUREAU

QUARTERLY SURVEY
OF RESIDENTIAL
ALTERATIONS AND
REPAIRS

NOTE

If you have any questions
concerning this form, please
call 1-800-845-8246.

NOTICE – Your report to the Census Bureau is confidential by law (title 13 U.S.Code). It may be seen only by sworn Census employees and may be used only for statistical purposes. The law also provides that copies retained in your files are immune from legal process.

A. Regional Office code

B. Control Number

Area/PSU

Segment

Segment suffix

Sample

CE Serial No.

Serial suffix

C. HU's in sample

D. HU's in property

E. Land usage

F. Year built

G. Ownership

H. Status

1. PROPERTY COVERED BY THIS REPORT

Name (if any)

Number and street

City, State, and ZIP Code

2a. Were you the owner or agent for any part of the quarter listed in the box below?

1 ☐ Yes – Go to item 2c and complete this report from records covering this period.

2 ☐ No – None of this quarter – Fill item 2b and return this report in the enclosed preaddressed envelope.

2b. If not owner or agent for this property during the specified quarter, give present owner's name, address, and telephone number.

Name of individual/agent

Name of company or complex

Number and street

City, State and ZIP Code

Area code

Telephone number

2c. Does the owner live on this property?

1 ☐ Yes

2 ☐ No

3a. Does the address shown in item 1 above identify the entire property?

1 ☐ Yes – Address identifies an entire property – Go to item 4

2 ☐ No – Address is for an entrance or one building which is part of a larger property – Fill item 3b

3b. Enter the full address (include name of project) which identifies the entire property for which you keep records of expenses.

Name (if any)

Number and street

City

State and ZIP Code

4. How many apartments or separate housing units are in all buildings on the property in item 1 or 3b above? (Include manager's and janitor's units.)

Number

5. Is half or more of the floor space in the building(s) on the property for residential use?

1 ☐ Half or more residential

2 ☐ Less than half residential

6. What is the form of ownership?

1 ☐ Privately owned

2 ☐ Publicly owned (public housing authority, State university, or other Federal, State, or local government agency)

7. When was this building or complex originally built?

1 ☐ Before 1960

2 ☐ 1960–1969

3 ☐ 1970–1979

4 ☐ 1980–1989

5 ☐ 1990 or later

0 ☐ Don't know

8. Were there any expenditures for improvements or repairs to the property shown in item 1 or 3b during the quarter shown in item 2a?

☐ Yes – Please complete item 9 and continue on reverse side.

☐ No – Please complete item 9 and return this form in the enclosed preaddressed envelope.

9. PERSON COMPLETING THIS REPORT

Name and title

Address (Number and street)

Telephone

City, State, and ZIP Code

Area code

Number

Extension

Comments

OMB No. 0607-0130: Approval Expires 12/31/2002

Continue on reverse side

Census use only	10. How much was spent on the following ADDITIONS?			Census use only	13. How much was spent on the following MAJOR REPLACEMENTS?		
	101	Bathroom	\$		501	Plumbing fixtures	\$
	102	Kitchen			502	Water heater, garbage disposal, laundry tubs	
	103	Other rooms (bedroom, sunroom, basement, etc.)			503	Septic tank or well	
	104	Deck or porch			504	All interior pipes	
	105	Attached garages, carport, or sheds			505	Heating and/or central air conditioning	
		Other – Describe			506	All wiring	
Census use only	11. How much was spent on any of the following ALTERATIONS?				507	All siding	
	201	Bathroom plumbing fixtures	\$		508	Entire roof	
	202	Kitchen plumbing fixtures			509	Driveway or sidewalks	
	203	Other plumbing			510	Windows and/or skylights	
	204	Insulation			511	Doors	
	205	Heating and/or central air conditioning				Other – Describe	
	206	Electrical		Census use only	14. How much was spent on the following MAINTENANCE AND REPAIRS?		
	207	Security systems			401	Painting	\$
	208	Paneling and/or ceiling tile			402	Wallpaper	
	209	Flooring (tile, linoleum and/or vinyl)			403	Plumbing	
	210	Flooring, other (slate, marble, wood, etc.)			404	Driveways and/or walkways	
	213	Kitchen cabinets			405	Heating and/or central air conditioning	
	216	Garage door opener			406	Electrical	
	217	Siding			407	Siding	
	219	Windows and/or skylights			408	Roofing	
	220	Doors			409	Flooring	
	211	Bathroom remodeling			410	Windows and/or skylights	
	212	Kitchen remodeling			411	Doors	
	214	Kitchen and bathroom remodeling combined			412	Recreational facilities (swimming pools, tennis courts, etc.)	
	215	Finishing unfinished space			498	Materials to have on hand	
	218	Other remodeling of interior of the house				Other – Describe	
		Other – Describe		15a. Do you have salaried maintenance personnel? <input type="checkbox"/> Yes – Continue with 15b <input type="checkbox"/> No – End			
Census use only	12. How much was spent on the following ADDITIONS OR ALTERATIONS OUTSIDE OF THE RESIDENTIAL BUILDINGS?			b. Do the estimates above include the labor costs of these maintenance personnel? <input type="checkbox"/> Yes – End <input type="checkbox"/> No – Continue with item 15c			
	301	Detached garages and/or carports	\$				
	302	Other detached buildings (sheds, greenhouses)		c. Enter maintenance personnel payroll costs for this quarter		\$	
	303	Patios and/or terraces		d. Approximately what PERCENT of costs were for –			
	304	External sprinkler system, septic tank, or wells		Census use only	Percent		
	305	Recreational facilities (swimming pools, tennis courts, etc.)			402	1. Painting, papering, etc.	%
	306	Driveways and walks			499	2. Other repairs	%
	307	Fences				3. Janitorial and other services	%
		Other – Describe					